

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING  
Thursday, November 1, 2012  
Mansfield Town Hall  
Town Council Chambers  
4 S. Eagleville Road**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Harry Birkenruth, Matt Hart, George Jones, Philip Lodewick, Paul McCarthy, Toni Moran, Betsy Paterson, Chris Paulhus, Alex Roe, Steve Rogers, Kristin Schwab

Staff: Cynthia van Zelm, Kathleen Paterson, John Zaccaro

Guests: Howard Kaufman and Macon Toledano from Storrs Center Alliance

**1. Call to Order**

Board President Philip Lodewick called the meeting to order at 4:05 pm.

**2. Opportunity for Public Comment**

There was no public comment.

**3. Approval of Minutes of September 6, 2012 and October 4, 2012**

Betsy Paterson made a motion to approve the minutes of September 6, 2012. Chris Paulhus seconded the motion. The motion was approved.

Chris Paulhus made a motion to approve the minutes of October 4, 2012. Steve Rogers seconded the motion. The motion was approved.

Matt Hart made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's

representatives. Mr. Paulhus seconded the motion. The motion was approved.

Mr. Lodewick, Paul McCarthy and Alex Roe recused themselves from the Executive Session.

**4. Storrs Center Action Items - Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)**

Present: Mr. Bacon, Mr. Birkenruth, Mr. Hart, Mr. Jones, Ms. Moran, Ms. B. Paterson, Mr. Paulhus, Mr. Rogers, Ms. Schwab

Also Present: Mr. Kaufman, Ms. K. Paterson, Mr. Toledano, Ms. van Zelm

**5. Storrs Center Action Items – Fiscal Analysis**

Mr. Kaufman and Mr. Toledano left the meeting.

Mr. Hart said the Town had recently commissioned an updated fiscal analysis for Storrs Center which was performed by HR&A. He said that additional revenue is needed for some of the public infrastructure costs for Storrs Center. After reviewing the fiscal analysis, which showed positive net revenue in the coming years, Mr. Hart made a recommendation to the Town Council that the Town to cover the additional expenses up front and then be paid back with Storrs Center revenues over time. Mr. Hart had updated the Town Council in October.

Mr. Hart reported that the first four sub-phases (Phases 1A, 1B, 1C and the market area) are projected to add \$65 million to the Grand List. As noted in earlier analyses, Phases 1A and 1B are projected to add 4 percent to the Grand List, making Storrs Center Alliance, and EdR the largest taxpayers in Mansfield. The addition of Phases 1C and the market area is projected to generate tax revenue greater than the other seven top taxpayers.

Mr. Hart also reviewed the costs noting the average and marginal costs, as well as school costs and the parking garage sinking fund (to assist with parking garage maintenance).

It is estimated that by 2021-2022, the total cost will be \$938,450. Taking into account the costs, the cumulative net fiscal impact in that same fiscal year would be approximately \$5.8 million.

Mr. Hart said the additional costs for work in Dog Lane, the Dog Lane connector to the parking garage, Storrs Road, and the parking garage is approximately \$1.35 million. The Town has two outstanding grant requests that if received, would help with that bottom line.

The projected net revenue would cover the costs. The break- even point would be in FY2015-16 or FY2016-17 depending on whether grants are forthcoming.

Mr. Hart said the Town's capital project budget will need to be amended by the Town Council once these public infrastructure projects are completed.

Mr. Hart answered questions from the Board.

## **6. Appointment of Committee Members**

Steve Bacon made a motion to appoint John Armstrong to the Membership Development Committee, and Michael Kirk and Dave Pepin to the Finance and Administration Committee. Alex Roe seconded the motion. The motion was approved.

## **7. Executive Director Report**

Cynthia van Zelm reported on the remaining scheduled business openings in 1 Dog Lane and 9 Dog Lane.

Ms. van Zelm asked Board members to spread that word that parking in the parking garage and Dog Lane lot is free for 2 hours.

Ms. van Zelm said that leasing of the apartments in 1 Royce Circle began last week and thus far 75 applications have been received.

She said the Planning and Zoning Commission will continue to meet on November 5 on Storrs Center Alliance's application to amend the Storrs Center Special Design District to allow for an alternative site plan in the market area in the south end of Storrs Center.

Ms. van Zelm said the Halloween trick or treating at Storrs Center had been very successful. She thanked Mr. Rogers for Subway's participation.

## **8. Strategic Plan Update**

Ms. van Zelm referred to the draft revised Vision and Mission for the Partnership and a set of draft goals which had been developed by the Board at its strategic planning session in October. She suggested that the Executive Committee review the goals and in preparation, asked for the Board to approve the Vision and Mission. By consensus, the Board approved the revised Vision and Mission for the Partnership.

#### **9. Update on Process for Conflict of Interest Disclosure**

Ms. van Zelm said that John Zaccaro could not be at the meeting due to storm Sandy but he would update the Board at its next meeting on whether the Town's Code of Ethics applies to employees of the University of Connecticut who have been appointed to the Board for the express purpose of representing the University.

#### **10. Four Corners Sewer and Water Study Advisory Committee Update**

Ms. van Zelm said the Committee had not met but will schedule a special meeting once the draft Environmental Impact Evaluation (EIE) is released. Ms. Roe that the draft EIE will be released on November 5. A public meeting is planned for December 11.

#### **11. Report from Committees**

##### Advertising and Promotion

Chair Kristin Schwab reported that the Committee met in September and reviewed plans for the public spaces brochure.

She said the Committee is interested in a more active role in the future grand opening and planning events.

##### Business Development and Retention

Chair Steve Rogers said the Committee had met and reviewed any issues affecting the new tenants in Storrs Center. Mr. Rogers said there were a few design issues that were discussed and passed along to Ms. van Zelm for follow-up.

He said that he sees the Committee acting as an ombudsman for the Storrs Center businesses.

##### Festival on the Green

Ms. Paterson reported that a Festival debrief will be held next Monday.

#### Finance and Administration

Chair Harry Birkenruth said the Committee is continuing to work on the benchmarks for success of Storrs Center in coordination with LeylandAlliance.

The Committee reviewed the September 30, 2012 financials. He said the fund balance will be reviewed as part of the strategic planning process.

Mr. Birkenruth said the Committee approved a \$39,215.85 relocation claim for Storrs Automotive.

Mr. Birkenruth said an Executive Director meeting was held with Committee members and Mr. Kaufman to discuss for sale housing. He said this group will continue to meet on moving forward with this phase in Storrs Center.

#### Membership Development

In Chair Frank McNabb's absence, Ms. van Zelm reported that the Committee is working on the new membership brochure.

#### Nominating Committee

Chair Lodewick said the Committee had met and discussed the UConn student representative position on the Board. The Committee reviewed an application received and recommended that members of the Board meet with the student.

Mr. Lodewick noted that five Board terms are up in June including three that are appointed and two that are elected. Ms. Schwab and Frank McNabb will have served the maximum terms of two three-year terms. They are committee chairs for the Advertising and Promotion, and Membership Development Committees, respectively. Mr. Lodewick encouraged Board members to provide perspective candidates to the Nominating Committee.

Mr. Lodewick asked that Board members not currently serving on a committee let him know which committee they would like to serve on as a member.

## Planning and Design

Chair Steve Bacon said the Committee will meet on November 20 to finalize the compliance of Phases 1A and 1B, and the intermodal transportation center with the Storrs Center Sustainability Guidelines.

### **12. Other**

Ms. Betsy Paterson reported that Governor Malloy has identified four Innovation Ecosystem Centers in the state and one is in Mansfield. The hubs will provide technical assistance to businesses and entrepreneurs.

Ms. Roe said a public presentation on the UConn Technology Park is planned for December 6 at 7 pm.

### **13. Adjourn**

Mr. Paulhus made a motion to adjourn. Ms. Paterson seconded the motion. The motion was approved and the meeting adjourned at 6:05 pm.

*Minutes taken by Cynthia van Zelm.*